



Georgia Department of Early Care and Learning

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Summer Transition Program Frequently Asked Questions *(May 8, 2013)*

Q- What is the Summer Transition Program (STP)?

A- A six-week intensive academic program designed to support rising kindergarteners who either did not attend Georgia's Pre-K or Head Start, or attended but need additional support to be ready for Kindergarten next school year.

Q- What are the main components of the instructional program?

A - 16 students per classroom, one lead and one assistant teacher, 6.5 hour instructional day.

Q- What curriculum is used during STP?

A - Pearson Opening the World of Learning (OWL) curriculum will be provided for each classroom.

Q – Is the OWLS curriculum required?

A – Opening the World of Learning (OWL) curriculum is required. The curriculum will be provided to STP Programs.

Q- Will teachers receive training on how to implement the OWL curriculum?

A - Yes, lead teachers will be provided curriculum training prior to the beginning of STP. Training is MANDATORY and will be held on May 23, 2013 (1 day).

Q – What students are eligible to apply for the Summer Transition Program?

A - Families must meet income eligibility requirements (85% of the state median income). Children must be age eligible for Kindergarten and a resident of Georgia.

Q- How do we calculate 85% of the State Median Income?

A- Below is the chart used to determine income eligibility by family size.

State Median Income (SMI)

**** Covers the period of October 1, 2012 through September 30, 2013** (FFY 2013)**

Family Size	SMI Annually	SMI Monthly	85% SMI Annually	85% SMI Monthly
1	\$34,983	\$2,915	\$29,735	\$2,477
2	\$45,747	\$3,812	\$38,885	\$3,240
3	\$56,511	\$4,709	\$48,034	\$4,003
4	\$67,276	\$5,606	\$57,185	\$4,765
5	\$78,040	\$6,503	\$66,334	\$5,528
6	\$88,804	\$7,400	\$75,483	\$6,290
7	\$90,822	\$7,569	\$77,199	\$6,433
8	\$92,840	\$7,737	\$78,914	\$6,576
9	\$94,859	\$7,905	\$80,630	\$6,719
10	\$96,877	\$8,073	\$82,345	\$6,862

Q- Which counties are targeted?

A - Baldwin, Ben Hill, Bibb, Brooks, Burke, Calhoun, Charlton, Chatham, Clayton, Colquitt, DeKalb, Dooly, Dougherty, Echols, Fulton, Greene, Hart, Jefferson, Jenkins, Macon, Murray, Peach, Polk, Randolph, Richmond, Screven, Spalding, Talbot, Taliaferro, Tattnall, Telfair, Terrell, Troup, Twiggs, Wayne, Whitfield, Wilcox. **Programs applying to offer a summer transition program in a targeted county receive priority points on the application scoring rubric.**

Q- Will programs outside the targeted counties be eligible to apply?

A – Applications were accepted from current Pre-K providers in all counties. Availability of funding was based on the number of applications funded in targeted counties.

Q- What is the timeline for the Summer Transition Program?

A- The program is a six week program held in June and July. The proposed start date is June 3rd. After funding is awarded, STP programs will submit calendars for approval. DECAL will work with programs to approve calendars meeting the needs of the sites selected.

Q- Which days will the Summer Transition Program observe for the July 4th holiday?

A- The STP program will not offer services on Wednesday, July 4th. Programs may request to close additional days during the week of July 4th when submitting calendar for approval.

Q- How many weeks will Lead and Assistant Teachers work?

A - Teachers and Assistant Teachers will work 7 weeks, 8 hours (6.5 hours of instruction, 1.5 hours of planning). Lead and Assistant Teachers may not have any additional duties during the 8 hour Pre-K day.

Q – How many weeks will a Transition Coach (TC) work?

A – Transition Coaches will work 10 weeks to allow time for recruiting, program set-up and program closeout. The salary is based on a 20 hour work week for 10 weeks (see chart below). If a program is funded 2 classes, they may choose to use the same Transition Coach. Working with two classes would be considered a full time position working 40 hours a week and with 2 classrooms.

Q – Will transition coaches receive training?

A- Yes, transition coaches will be provided training to support their work with the program.

Q- How many weeks will students attend the Summer Transition Program?

A - Students will attend the program for 6 weeks, 6.5 hours per day.

Q- What is the funding breakdown for each classroom?

A-

STP funded at a private site		
2013-14		
Lead Teacher	\$7,136.02	Salary + Benefits
Assistant Teacher	\$3,133.60	Salary + Benefits
Transition Coach ½ time	\$ 3,584.63	Salary + Benefits
	\$10,145.74	Other STP expenses*
	*Other STP expenses include classroom materials and supplies; meal costs; transportation costs; and program operating costs.	
Total Per Classroom	24,000.00	

STP funded at a public school		
2013-14		
Lead Teacher	\$ 7,685.50	Salary + Benefits
Assistant Teacher	\$ 3,133.60	Salary + Benefits
Transition Coach ½ time	\$ 3,584.63	Salary + Benefits
	\$ 9,556.27	Other STP expenses*
	*Other STP expenses include student materials and supplies; meal costs; transportation costs; and program operating costs.	
Total Per Classroom	\$24,000.00	

Salary Per Person	Amount	Benefit Rate	Total
Private Lead Teacher Salary (7 weeks)	\$ 5,849.20	22.000%	\$ 7,136.02
Public Lead Teacher Salary (7 weeks)	\$ 5,849.20	31.394%	\$ 7,685.50
Assistant Teacher Salary (7 weeks)	\$ 2,568.54	22.000%	\$ 3,133.61
Transition Coach Salary (total for one-half coach for 10 weeks per	\$ 2,938.22	22.000%	\$ 3,584.63

class)				

Q – Am I required to pay 100% of the salary for Lead and Assistant Teacher and Transition Coach?

A – Salaries are required to be paid at 100%.

Q – Am I required to pay 100% of the benefits for Lead and Assistant Teacher and Transition Coach?

A – The benefits line item is flexible. If a program is not paying for benefits over the summer, providers can expend the funds on employers fees (workman’s compensation, Medicaid, etc.) bonuses for classroom teachers, stipends for classroom teachers, and additional salary over the minimum for classroom teachers or transition coach.

Q – What percentage of the grant funding may be spent on administrative costs of the program?

A – The total administrative costs reconciled cannot exceed 6% of the grant.

Q – What are appropriate uses of the funds in the “other” line item in the STP budget?

A – Programs should expend funds that would directly benefit children. Program funds should be spent on items that are received in time to benefit the students enrolled in the STP. Examples include field trips, furniture and material replenishment, enrichment activities, special guests, transportation, family support activities, etc.

Q – How is before and after care funded?

A - For children who need before and after care, those services will be paid through CAPS funding. Current CAPS providers will work with the Department to receive before and after care certificates for the services. Funding for after care will come directly through the current CAPS system. STP programs not offering before and after care will be required to work with families who need before or after care. CAPS funding will pay for before and after care at an alternative site if all requirements are met by the family. Programs should email children’s names directly to Sue King and she will verify certificates and will work with individual providers to ensure all CAPS requirements are in place. Any questions about CAPS should be directed to Sue King at suking1@dhr.state.ga.us

Q – Will I be required to turn in student rosters?

A – Rosters will be collected three times during the STP Program. We will also collect an initial roster form via email prior to the program beginning. The Initial Roster Form can be found on the Summer Transition Program webpage on the DECAL website. The other 3 rosters will be submitted in the PANDA operating system.

- Initial Roster Form – May 23, 2013
- First Roster – June 6, 2013

- Second Roster - June 20, 2013
- Third Roster – July 11, 2013

Q – How are STP programs paid?

A – Programs will receive 3 payments of \$8,000.00 each.

Column1	Date	Part A	Total per Class
Payment 1	Tuesday, June 04, 2013	\$ 8,000.00	\$ 8,000.00
Payment 2	Tuesday, June 18, 2013	\$ 8,000.00	\$ 8,000.00
Payment 3	Tuesday, July 02, 2013	\$ 8,000.00	\$ 8,000.00
		\$ 24,000.00	\$ 24,000.00

Q – Will I be required to submit reconciliation form for the STP grant?

A – Programs will be required to reconcile all funding detailing that all funds were expended appropriately. Any remaining funds or funds not spent appropriately must be returned to the Department. A reconciliation form is required for all programs receiving STP funding. The reconciliation form will be due by August 7, 2013.